

STATE CONTROLLER'S OFFICE
PERSONNEL/PAYROLL SERVICES DIVISION
P. O. BOX 942850
Sacramento, CA 94250-5878

DATE: September 23, 2005

PAYROLL LETTER # 05-013
Civil Service Only

TO: All Agencies in the Uniform State Payroll System

FROM: JOHN R. HARRIGAN, Chief
Personnel/Payroll Services Division

RE: **REFUNDING SDI INADVERTENTLY WITHHELD FROM SEPTEMBER 2005 DAILY
CYCLE PAYMENTS**

In order to implement State Disability Insurance (SDI) withholding for payments earned in September and issued in October 2005, system changes were installed prior to running September Master Payroll. Due to the timing, daily payroll cycles issue dated September 23, 27, 28 and 29, 2005 will inadvertently have SDI withheld from September pay period eligible payment types (see Payroll Letter #05-010) for SEIU represented employees. The SDI withheld from these payments will be refunded in early October 2005.

Please make every effort to have redeposits and/or adjustments for these payments completed by October 3, 2005 to allow the greatest level of accuracy for these refunds. A monthly process will be established to identify retroactive changes and to correct the SDI refunds.

Questions regarding this payroll letter should be directed to Sandra Young at (916) 324-1293 or via email at syoung@sco.ca.gov.

JRH:SY:PMAB